

## DETAILED INSPECTION CHECKLIST

### FA SC STMT TEXT

#### 480 ANTITERRORISM

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#### 480 01 ANTITERRORISM (AT) PLAN

480 01 001 Has the command designated in writing a Level II-certified Antiterrorism Officer (ATO) that has completed formal Military Department-approved Level II Training Course of Instruction or Refresher Training within the 36 months prior to the inspection date?

Reference

DoDI 2000.16, E3.9.1. E3.26.2.2.

MCO 3302.1E, 4.c.(1)(c), 4.c.(11)(a), 4.c.(12)(a), 4.c.(13)(a), 4.c.(14)(a), 4.c.(15)(a), 4.d.(14), Enclosure (1) 4.

480 01 002 Does the command have an Antiterrorism (AT) Plan signed by the Commander, Acting Commander or By Direction? If command is subordinate, is the plan integrated with HHQ plan?

Reference

DoDI 2000.16, E3.7.1.1. E3.8.3.

MCO 3302.1E, 4.c.(11)(b), 4.c.(12)(b), 4.c.(13)(e), 4.c.(14)(b), 4.c.(14)(h), 4.c.(14)(k), 4.c.(15)(d), Enclosure (1) 1., 5.b., 5.e., 25.

480 01 003 Does the AT Plan contain the five essential AT program elements? Is it evaluated continuously and updated annually?

Reference

DoDI 2000.16, E3.1., E3.7.1.3.1.

MCO 3302.1E, 4.b.(2), Enclosure (1) 5.a., 5.b., 5.c., 5.d., 5.e.

480 01 004 Does the Command's AT Plan provide guidance and establish policies and procedures for setting FPCON levels for site-specific measures/actions to supplement the minimum number of DoD Force Protection Condition (FPCON) measures/procedures?

Reference

DoDI 2000.16, E3.7.1.3.12., E3.22., E4.

MCO 3302.1E, 4.b.(3), 4.c.(11)(h), Enclosure (1) 22.

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- 480 01 005 Does the AT Plan include a process to respond to a raised or lowered FPCON and describe the specific actions that will be taken to implement each required FPCON measure?  
Reference  
DoDI 2000.16, E3.7.1.3.12., E3.22., E4.  
NAVMC 3500.103, 2005.1  
MCO 3302.1E, 4.b.(3), 4.c.(11)(h), Enclosure (1) 22.
- 480 01 006 Does the AT Plan contain response procedures to a variety of terrorist and other crisis incidents (e.g., active shooter, hostage, bomb threat, kidnapping, sabotage, environmental disasters, mass casualty response, weapons of mass destruction, emergency lockdown procedures, shelter in place procedures, etc.)?  
Reference  
DoDI 2000.16, E3.7.1.2., E3.7.1.3., E3.15.1., E4.  
MCO 3302.1E, 4.c.(11)(n), Enclosure (1) 26.
- 480 01 007 Does the command use Random Antiterrorism Measures (RAM)? If a tenant, does the command execute designated measures of the next higher's RAM program as directed?  
Reference  
DoDI 2000.16, E3.14  
NAVMC 3500.103, 2005.7  
MCO 3302.1E, 4.c.(12)(g), 4.c.(13)(f), 4.c.(14)(e), 4.c.(15)(c), 4.c.(16)(c)
- 480 01 008 Does the command have a crisis management team and are they familiar with the AT Plan?  
Reference  
DoDI 2000.16, E3.21.  
MCO 3302.1E, 4.c.(13)(g), 4.c.(14)(l), Enclosure (1) 11
- 480 01 009 Do terrorism incident response plans contain current residential location information for DoD personnel and their dependents assigned to moderate, significant, or high terrorism threat level areas?  
Reference  
DoDI 2000.16, E3.15  
MCO 3302.1E, 4.c.(14)(i)
- 480 01 010 If in a significant or high threat level area, has a physical security review of off-installation housing been conducted?  
Reference  
DoDI 2000.16, E3.15.  
MCO 3302.1E, 4.b.(3), 4.c.(14)(i)

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- 480 01 011 Does the AT Plan, include procedures, assessments, and training to address the potential use of WMD?  
Reference  
DoDI 2000.16, E.3.3, E3.4.1., E3.7.1.3.11., E3.21.1.  
DoDI 6055.17, Enclosure (4)  
NAVMC 3500.103, 3002.b.(2)  
MCO 3302.1E, Enclosure (1) 42.
- 480 02 RISK MANAGEMENT
- 480 02 001 Does the AT Plan outline the command's process to conduct Risk Management?  
Reference  
DoDI 2000.16, E3.1., E3.3.1.  
NAVMC 3500.103, 3001  
MCO 3302.1E, 4.b.(2), Enclosure (1) 5.a.
- 480 02 002 Is an approved RM Methodology used to document risk results and all risk reduction activities?  
Reference  
DoDI 2000.16, E3.3.1.  
NAVMC 3500.103, 3000, App M  
MCO 3302.1E, 4.b.(2)
- 480 02 003 While in garrison, do tenant commands participate in the Installation's Risk Management process? During the Installation RM process do tenant units (or Area Commands) coordinate and participate with the installation in developing the risk picture?  
Reference  
DoDI 2000.16, E.3.3.1  
NAVMC 3500.103, 3001.a.
- 480 02 004 Provide supporting documentation from the Command's Risk Management process. Does documentation indicate coordination with the Higher Headquarters' Risk Management process and the Commanders involvement in the Risk Management process?  
Reference  
NAVMC 3500.103, 3001.b.,3003c  
DoDI 2000.16, E2.3.1
- 480 02 005 Have plans and policies been implemented to mitigate identified risk?  
Reference  
DoDI 2000.16, E3.3.1.  
NAVMC 3500.103, 3000.d.  
MCO 3302.1E, 4.b.(3)

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- 480 02 006      Has the Command addressed or mitigated identified vulnerabilities?  
Reference  
NAVMC 3500.103, 3002.a
- 480 03            THREAT ASSESSMENT
- 480 03 001      Is the All Hazards Threat Assessment (AHTA) current within 12 months of inspection and is it updated every 12 calendar months or as changes to threats and hazards dictate?  
Reference  
DODI 2000.16, E3.4.  
NAVMC 3500.103, 3002.b.  
MCO 3302.1E, Enclosure (1) 37.
- 480 03 002      Once Threats and Hazards have been identified; has the Command analyzed those threats and hazards to determine the likelihood and probability of occurrence specific to that command?  
Reference  
MCO 3302.1E, E3.4  
NAVMC 3500.103, 3002
- 480 03 003      Is the local AHTA used to develop site specific measures?  
Reference  
DoDI 2000.16, E3.3.1  
MCO 3302.1E, 4.b.(3)  
NAVMC 3500.103, 3002.b.  
Joint Publication 3-07.2, App D-1 2.
- 480 03 004      Is a specific Threat Assessment developed or used to support operational planning and risk decisions for unique mission requirements or special events including, but not limited to, training and exercises, and special security events?  
Reference  
DoDI 2000.16, E3.4.2  
MCO 3302.1E, Enclosure (1) 28. 35.
- 480 03 005      Do records indicate use of the Naval Criminal Investigative Service's (NCIS) RFI Portal, HHQ, or other local threat information sources in making requests for special threat assessments?  
Reference  
DoDI 2000.16, E3.4.  
NAVMC 3500.103, 3002.b.4  
MCO 3302.1E, 4.c.(11)(c), 4.c.(12)(c), 4.c.(13)(c), 4.c.(14)(c), Enclosure (1) 42.

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480 04	CRITICALITY ASSESSMENT
480 04 001	<p>Has a survey of assets based on the approved Marine Corps Critical Asset Identification Process or impact on mission if lost, been completed, approved by the commander, and validated by HHQs?</p> <p>Reference DoDI 2000.16, E3.5. MCO 3501.36A, 4.b.(1)(q) 1.c. 4.b.(1)(r) and (s) NAVMC 3500.103, 3002.a. MCO 3302.1E, Enclosure (1) 12. Mission Assurance Benchmarks</p>
480 05	VULNERABILITY ASSESSMENT
480 05 001	<p>Does the Vulnerability Assessment (VA) include task critical assets, task assets, resources, and personnel critical to mission success? Are they susceptible to each vulnerability identified and tied to each hazard/threat via Threat/Asset Pairing?</p> <p>Reference DoDI 2000.16, E3.1., E3.6.1.1. NAVMC 3500.103, 3002.c.(1) MCO 3302.1E, Enclosure (1) 40., 41.</p>
480 05 002	<p>Does the VA include DoD owned or leased facilities that are NOT located on an installation? Non-DoD assets on or off-installation?</p> <p>Reference DoDI 2000.16, E3.6.1.1., E3.6.1.4.7. NAVMC 3500.103, 3002.c.</p>
480 05 003	<p>Are vulnerabilities identified by local assessment teams tracked using the Marine Corps Critical Asset Management System-Next Generation (MC-CAMS NG) or by other means identified by HHQ, such as the Risk Management Worksheet?</p> <p>Reference DoDI 2000.16, E3.6.1.3 NAVMC 3500.103, 3002.c.(2), App M</p>
480 05 004	<p>For special events or other Activities involving a gathering of 300 or more DoD personnel; Provide supporting documentation of Commander's guidance.</p> <p>Reference DoDI 2000.16, E3.6.1.4.6. MCO 3302.1E, 4.d.(4)</p>

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- 480 06 RISK ASSESSMENT
- 480 06 001 Is the Risk Assessment (RA) updated every 12 months from publication, or more frequently as mission criticality, vulnerability, or threats and hazards dictates?  
Reference  
DoDI 2000.16, E3.3, E3.4.1.  
NAVMC 3500.103, 3002
- 480 06 002 Has the Command developed and implemented a process that identifies changes in criticality of assets, address threats, Identify risk and/or vulnerabilities that might change the Risk Assessment in support of OPODs and exercises?  
Reference  
DoDI 2000.16, E3.3, E3.4.1.  
NAVMC 3500.103, 3000
- 480 06 003 Provide documentation that demonstrates the process to identify changes in criticality of assets, threats, and/or vulnerabilities that might change the Risk Assessment.  
Reference  
DoDI 2000.16, E3.30.1.1.  
NAVMC 3500.103, 3002  
MCO 3302.1E, 4.b.(3)
- 480 07 TRAINING
- 480 07 001 Does the command have an established AT and Suspicious Activity Reporting (SAR) information and awareness Training Program?  
Reference  
DoDI 2000.16, E3.25.  
NAVMAC 3500.103, 4005  
MCO 3302.1E, 4.b.(3), 4.c.(11)(c), 4.c.(12)(c), 4.d.(7)(a)
- 480 07 002 Is the Command conducting and maintaining records of completed annual Level I AT Awareness Training and providing AOR-specific education requirements for all personnel traveling OCONUS?  
Reference  
DoDI 2000.16, E3.29.  
MCO 3302.1E, 4.d.(8)

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- 480 08                      REPORTING
- 480 08 001                Does the AT Plan provide procedures and means to report terrorist, criminal, or other incidents or observations of Suspicious Activity or pre-operational activities to Intelligence, Law Enforcement and Higher Headquarters?  
Reference  
NAVMC 3500.103.6000  
MCO 3504.2
- 480 08 002                Does the Command use C4I Suite for rapid threat information dissemination and sharing?  
Reference  
MARADMIN 646/13  
C4I SOP Dec 13
- 480 09                      COORDINATION
- 480 09 001                Does the command convene or participate in all required Working Groups (WG) to include Antiterrorism Working Group (ATWG) Threat Working Group (TWG), AT Executive-Level Committee (ATEC) and Physical Security Working Group?  
Reference  
DoDI.2000.16, E3.10,11,12  
NAVMC 3500.103, 2003  
MCO 3302.1E, Enclosure (1),2.,6.,39
- 480 09 002                If assigned; does the command include Public Affairs Officer (PAO) or Information Operations Officer (IO) in all planning, training, exercises, and operational activities related to terrorist events?  
Reference  
MCO 3302.1E, 4.d.(12)
- 480 09 003                If applicable, has the command coordinated AT efforts and plans with Combatant Commander, the host nation and U.S. Embassy?  
Reference  
MCO 3302.1E, 4.c.(12)(b), 4.c.(12)(c), 4.c.(14)(i), 4.c.(14)(j)

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- 480 10 ANTI-TERRORISM (AT) EXERCISE
- 480 10 001 Has the command integrated terrorism scenarios into pre-deployment and other training exercises? Does the command maintain records of exercises for two years?  
Reference  
DoDI 2000.16, E3.23.2  
MCO 3302.1E, 4.c.(12)(b), 4.c.(13)(e), 4.c.(14)(b), 4.c.(15)(d), 4.c.(16)(d), Enclosure (1) 5.c.
- 480 11 HIGH-RISK BILLETS (HRB)
- 480 11 001 Does the command have any HRB assigned and if so; Have HRBs been trained IAW Policy requirements?  
Reference  
DoDI 2000.16, E3.16.  
MCO 3302.1E, 4.c.(1)(j), Enclosure (1) 23. 24.